

|  |                  |   |  |  |                  |
|--|------------------|---|--|--|------------------|
| <b>REQUEST FOR COUNCIL ACTION</b><br>CITY OF SAN DIEGO   |                  |   |  | CERTIFICATE NUMBER<br>(FOR COMPTROLLER'S USE ONLY)<br>3000005721 |                  |
| TO:<br>CITY COUNCIL  |                  | FROM (ORIGINATING DEPARTMENT):<br>Police Department |  | DATE:<br>11/02/2012  |                  |
| SUBJECT: Fisher Scientific Company Contract for Laboratory Supplies  |                  |   |  |  |                  |
| PRIMARY CONTACT (NAME, PHONE):<br>Rita Castillo,(619) 525-8450 MS 715  |                  |   | SECONDARY CONTACT (NAME, PHONE):<br>Jennifer Shen, (619) 531-2655 MS 712 |  |                  |
| COMPLETE FOR ACCOUNTING PURPOSES   |                  |   |  |  |                  |
| FUND   | 700011           | 100000  | 700000   | 700001   | 700001           |
| DEPT / FUNCTIONAL AREA   | OTHR-00000000-WU | OTHR-00000000-PO                                    | OTHR-00000000-SU   | OTHR-00000000-SU   | OTHR-00000000-SU |
| ORG / COST CENTER  | 2013160012       | 1914141311  | 2011121301   | 2012121201   | 2012121401       |
| OBJECT / GENERAL LEDGER ACCT   | 511135           | 511033  | 511135   | 511135   | 511135           |
| JOB / WBS OR INTERNAL ORDER  |                  |   |  |  |                  |
| C.I.P./CAPITAL PROJECT No.   |                  |   |  |  |                  |
| AMOUNT   | \$60,000.00      | \$125,000.00  | \$40,000.00  | \$274,000.00   | \$60,000.00      |
|  |                  |   |  |  |                  |
| FUND   | 700001           | 700011  |  |  |                  |
| DEPT / FUNCTIONAL AREA   | OTHR-00000000-SU | OTHR-00000000-WU                                    |  |  |                  |
| ORG / COST CENTER  | 2012121301       | 2013160011  |  |  |                  |
| OBJECT / GENERAL LEDGER ACCT   | 511135           | 511135  |  |  |                  |
| JOB / WBS OR INTERNAL ORDER  |                  |   |  |  |                  |
| C.I.P./CAPITAL PROJECT No.   |                  |   |  |  |                  |
| AMOUNT   | \$26,000.00      | \$40,000.00   | 0.00   | 0.00   | 0.00             |
| COST SUMMARY (IF APPLICABLE): FY 2011 Actual \$563,142 (PD 100,000/ PUD 463,142)<br>FY 2012 Actual \$620,243 (PD 110,000/ PUD 510,243)<br>FY 2013 Actual \$625,000 (PD 125,000/ PUD 500,000)<br>FY 2014 Actual \$650,000 (PD 135,000/ PUD 515,000)<br>FY 2015 Actual \$670,000 (PD 140,000/ PUD 530,000) |                  |   |  |  |                  |
| ROUTING AND APPROVALS  |                  |   |  |  |                  |
| CONTRIBUTORS/REVIEWERS:  |                  | APPROVING AUTHORITY                                 | APPROVAL SIGNATURE   | DATE SIGNED  |                  |
| Liaison Office   |                  | ORIG DEPT.  | Ramirez, David   | 11/13/2012   |                  |
| Environmental Analysis   |                  | CFO   |  |  |                  |
| Financial Management   |                  | DEPUTY CHIEF  |  |  |                  |
| Comptroller  |                  | COO   |  |  |                  |
|  |                  | CITY ATTORNEY                                       | Peter, Linda   |  |                  |
|  |                  | COUNCIL PRESIDENTS OFFICE                           |  |  |                  |

PREPARATION OF: ☒ RESOLUTIONS ☐ ORDINANCE(S) ☐ AGREEMENT(S) ☐ DEED(S)

1. Request for the City Council to ratify the agreement with Fisher Scientific Company LLC, approved in 2011 Bid No. 10015875-11W, Contract No. 4600000686, to provide laboratory supplies and consumables.
2. Authorize the Chief Financial Officer to expend an amount not to exceed \$100,000 in Fiscal Year 2011 from the General Fund (100000) for the first year of the Fisher Scientific contract.
3. Authorize the Chief Financial Officer to expend an amount not to exceed \$463,142 in Fiscal Year 2011 from the Public Utilities Department Enterprise Fund (700000, 700001, 700011), for the first year of the Fisher Scientific contract.
4. Authorize the Chief Financial Officer to expend an amount not to exceed \$110,000.in Fiscal Year 2012 from the General Fund (100000) for the second year of the Fisher Scientific contract.
5. Authorize the Chief Financial Officer to expend an amount not to exceed \$510,243 in Fiscal Year 2012 from the Public Utilities Department Enterprise Fund (700000, 700001, 700011), for the second year of the Fisher Scientific contract.
6. Authorize the Chief Financial Officer to expend an amount not to exceed \$125,000 in Fiscal Year 2013 from the General Fund (100000) for the third year of the Fisher Scientific contract.
7. Authorize the Chief Financial Officer to expend an amount not to exceed \$500,000 in Fiscal Year 2013 from the Public Utilities Department Enterprise Fund (700000, 700001, 700011), for the third year of the Fisher Scientific contract.
8. Authorize the Chief Financial Officer to expend an amount not to exceed \$135,000 in Fiscal Year 2014 from the General Fund (100000) for the fourth year of the Fisher Scientific contract contingent upon adoption of the Fiscal Year 2014 Annual Budget Appropriation Ordinance and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.
9. Authorize the Chief Financial Officer to expend an amount not to exceed \$515,000 in Fiscal Year 2014 from the Public Utilities Department Enterprise Fund (700000, 700001, 700011), for the fourth year of the Fisher Scientific contract contingent upon adoption of the Fiscal Year 2014 Annual Budget Appropriation Ordinance and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.
10. Authorize the Chief Financial Officer to expend an amount not to exceed \$140,000 in Fiscal Year 2015 from the General Fund (100000) for the fifth year of the Fisher Scientific contract contingent upon adoption of the Fiscal Year 2015 Annual Budget Appropriation Ordinance and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.
11. Authorize the Chief Financial Officer to expend an amount not to exceed \$530,000 in Fiscal Year 2015 from the Public Utilities Department Enterprise Fund (700000, 700001, 700011), for the fifth year of the Fisher Scientific contract contingent upon adoption of the Fiscal Year 2015 Annual Budget Appropriation Ordinance and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.

|  |   |
|--|---|
| STAFF RECOMMENDATIONS:<br>Approve Requested Resolutions                            |   |
| SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION) |   |
| COUNCIL DISTRICT(S):   | All   |
| COMMUNITY AREA(S):   | All   |
| ENVIRONMENTAL IMPACT:  | This activity is not a project in accordance with CEQA Guidelines Section 15378(b)(2), as it involves a purchase of supplies. |
| CITY CLERK<br>INSTRUCTIONS:  | Please send an excuted copy of the final reolution to Rita Castillo MS 715  |

**COUNCIL ACTION  
EXECUTIVE SUMMARY SHEET  
CITY OF SAN DIEGO**

DATE: 11/02/2012

ORIGINATING DEPARTMENT: Police Department

SUBJECT: Fisher Scientific Company Contract for Laboratory Supplies

COUNCIL DISTRICT(S): All

CONTACT/PHONE NUMBER: Rita Castillo/(619) 525-8450 MS 715

**DESCRIPTIVE SUMMARY OF ITEM:**

The Police and Public Utilities Department are requesting City Council approve the required action that will ratify the agreement with Fisher Scientific Company LLC and provide authorization to spend \$563,142 in Fiscal Year 2011, \$620,243 in FY 2012, \$625,000 in FY 2013, \$650,000 in FY 2014 and \$670,000 in FY 2015.

**STAFF RECOMMENDATION:**

Approve Requested Resolutions

**EXECUTIVE SUMMARY OF ITEM BACKGROUND:** The Fisher Scientific Company is a cooperative contract for all City of San Diego laboratory use in accordance with NASPO contract SBPO1336 for the purchase of lab supplies and consumables. The agreement was competitively bid by the State of Idaho and the City of San Diego is relying on that competitive process. The City is entering into a cooperative agreement with Fischer Scientific based upon Idaho's contract. The contract is used by the Police Department crime laboratory and the Public Utilities Department's water and wastewater laboratories. The Police and Public Utilities Department are requesting City Council approve the required action that will ratify the agreement with Fisher Scientific Company LLC and provide authorization to spend \$563,142 in Fiscal Year 2011, \$620,243 in FY 2012, \$625,000 in FY 2013, \$650,000 in FY 2014 and \$670,000 in FY 2015.

In 2011, Bid No. 10015875-11W was generated and Fisher Scientific Company LLC was awarded the contract. The agreement was approved for a maximum of 5 years.

The City Council's increased authorization will insure that all City Laboratories will remain fully functional.

The Police and Public Utilities Departments will be seeking a new RFP no later than in FY 2015 to insure that the City is receiving the best value for necessary laboratory supplies.

**FISCAL CONSIDERATIONS:** Funding for this action is available in the Police Department General Fund (100000) budget and the Public Utilities Department Enterprise Funds (700000, 700001, 700011) budget. The estimated expenditures for future fiscal years are based on current needs and include possible increases up to four percent, as provided for in the contract.

**EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE):** This

agreement is subject to the City's Equal Opportunity Contracting (San Diego Ordinance No.18173, Section 22.2701 through 22.2708) and Non-Discrimination in Contracting Ordinance(San Diego Municipal Code Sections 22.3501 through 22.3517).

PREVIOUS COUNCIL and/or COMMITTEE ACTION (describe any changes made to the item from what was presented at committee):Item to be heard at Budget Committee, November 28, 2012

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:n/a

KEY STAKEHOLDERS AND PROJECTED IMPACTS:City of San Diego citizens, Police and Public Utilities Departments

Ramirez, David  
Originating Department

---

Deputy Chief/Chief Operating Officer

RESOLUTION NUMBER R-\_\_\_\_\_

DATE OF FINAL PASSAGE \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF  
SAN DIEGO RATIFYING A FIVE-YEAR AGREEMENT WITH  
THE FISHER SCIENTIFIC COMPANY, AND AUTHORIZING  
EXPENDITURES OVER FIVE YEARS, IN FISCAL YEARS  
2011 THROUGH 2015, FOR THE PURCHASE OF LAB  
SUPPLIES AND EQUIPMENT FOR THE SAN DIEGO POLICE  
DEPARTMENT AND THE PUBLIC UTILITIES  
DEPARTMENT.

WHEREAS, City Bid No. 10015875-11W, was competitively bid by the state of Idaho in  
Fiscal Year 2011, and awarded to the Fisher Scientific Company, to provide laboratory supplies  
and equipment; and

WHEREAS, the San Diego Police Department (SDPD) crime lab has a need for  
laboratory supplies and equipment; and

WHEREAS, the Public Utilities Department (PUD) has a need for laboratory supplies  
and equipment for water and wastewater; and

WHEREAS, the City entered into a cooperative procurement contract with the Fisher  
Scientific Company, in accordance with the National Association of State Procurement Officials  
(NASPO) contract SBPO 1336, the Idaho Statewide Blanket Purchase Order; and

WHEREAS, the Purchasing Agent has certified that the cooperative procurement  
contract is in the best interests of the City, that the contract is to the City's economic advantage,  
and that NASPO's bidding process with the state of Idaho substantially complies with the City's  
competitive bidding requirements; and

WHEREAS, the contract will be for no more than five years; and

WHEREAS, the City anticipates spending more than one million dollars over the life of the five-year contract; and

WHEREAS, the estimated expenditures for future fiscal years are based on current City needs and include possible four percent price increases, as provided for in the contract; and

WHEREAS, the City Council's authorization will ensure that SDPD's crime lab and PUD's water and wastewater labs will have the supplies and equipment they need to remain operational and fully functional; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, that the contract with the Fisher Scientific Company to provide laboratory supplies and equipment is hereby ratified.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$100,000 in Fiscal Year 2011, from the General Fund (100000) for the first year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$463,142 in Fiscal Year 2011, from the Public Utilities Department Enterprise Fund (700000, 700001, 700011) for the first year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$110,000 in Fiscal Year 2012, from the General Fund (100000) for the second year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$510,243 in Fiscal Year 2012, from the Public Utilities Department Enterprise Fund (700000, 700001, 700011) for the second year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$125,000 in Fiscal Year 2013, from the General Fund (100000) for the third year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$500,000 in Fiscal Year 2013, from the Public Utilities Department Enterprise Fund (700000, 700001, 700011) for the third year of the Fisher Scientific contract.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$135,000 in Fiscal Year 2014, from the General Fund (100000) for the fourth year of the Fisher Scientific contract, contingent upon adoption of the Fiscal Year 2014 Annual Budget Appropriation Ordinance, and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$515,000 in Fiscal Year 2014, from the Public Utilities Department Enterprise Fund (700000, 700001, 700011) for the fourth year of the Fisher Scientific contract, contingent upon adoption of the Fiscal Year 2014 Annual Budget Appropriation Ordinance, and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$140,000 in Fiscal Year 2015, from the General Fund (100000) for the fifth year of the Fisher Scientific contract, contingent upon adoption of the Fiscal Year 2015 Annual Budget Appropriation Ordinance, and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.



BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to expend an amount not to exceed \$530,000 in Fiscal Year 2015, from the Public Utilities Department Enterprise Fund (700000, 700001, 700011) for the fifth year of the Fisher Scientific contract, contingent upon adoption of the Fiscal Year 2015 Annual Budget Appropriation Ordinance, and upon the Chief Financial Officer certifying that the funds necessary for expenditure are or will be available.

APPROVED: JAN I. GOLDSMITH, City Attorney

By \_\_\_\_\_  
Linda L. Peter  
Deputy City Attorney

LLP  
11/20/2012  
Or.Dept:Police  
Doc. No.: 474884

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of \_\_\_\_\_.

ELIZABETH S. MALAND  
City Clerk

By \_\_\_\_\_  
Deputy City Clerk

Approved: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor



City of San Diego

## EQUAL OPPORTUNITY CONTRACTING (EOC)

1200 Third Avenue • Suite 200 • San Diego, CA 92101

Phone: (619) 236-6000 • Fax: (619) 235-5209

### WORK FORCE REPORT

The objective of the *Equal Employment Opportunity Outreach Program*, San Diego Municipal Code Sections 22.3501 through 22.3517, is to ensure that contractors doing business with the City, or receiving funds from the City, do not engage in unlawful discriminatory employment practices prohibited by State and Federal law. Such employment practices include, but are not limited to unlawful discrimination in the following: employment, promotion or upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training, including apprenticeship. Contractors are required to provide a completed *Work Force Report (WFR)*.

#### NO OTHER FORMS WILL BE ACCEPTED CONTRACTOR IDENTIFICATION

Type of Contractor: ☐ Construction ☒ Vendor/Supplier ☐ Financial Institution ☐ Lessee/Lessor  
☐ Consultant ☐ Grant Recipient ☐ Insurance Company ☐ Other

Name of Company: Fisher Scientific Co. LLC

ADA/DBA: Fisher Scientific

Address (Corporate Headquarters, where applicable): 81 Wyman Street

City: Waltham County: Middlesex State: MA Zip: 02454

Telephone Number: (800) 678-5599 Fax Number: (781) 622-1207

Name of Company CEO: Mark Casper

Address(es), phone and fax number(s) of company facilities located in San Diego County (if different from above):

Address: NA

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: (760) 828-1472 Fax Number: ( ) \_\_\_\_\_

Type of Business: Laboratory, Chemical, Safety Supplier Type of License: NA

The Company has appointed: Human Resources

As its Equal Employment Opportunity Officer (EEOO). The EEOO has been given authority to establish, disseminate and enforce equal employment and affirmative action policies of this company. The EEOO may be contacted at:

Address: 300 Industry Dr.

Telephone Number: (724) 517-1500 Fax Number: ( ) NA

- ☐ One San Diego County (or Most Local County) Work Force - Mandatory  
☐ Branch Work Force \*  
☐ Managing Office Work Force

Check the box above that applies to this WFR.

\*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.

I, the undersigned representative of Fisher Scientific Co. LLC

(Firm Name)

Allegheny, PA hereby certify that information provided

(County)

(State)

herein is true and correct. This document was executed on this 20<sup>th</sup> day of November, 2012

[Signature]  
(Authorized Signature)

John Wieland - Regional Sales Mgr.  
(Print Authorized Signature Name)

**WORK FORCE REPORT -- Page 2**

NAME OF FIRM: Fisher Scientific Co. LLC

DATE: 11/16/12

OFFICE(S) or BRANCH(ES): Data below applies to Fisher Scientific Co. LLC

COUNTY: Allegheny, PA

INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- |  |  |
|--|--|
| (1) Black, African-American                          | (5) Filipino                                       |
| (2) Hispanic, Latino, Mexican-American, Puerto Rican | (6) White, Caucasian                               |
| (3) Asian, Pacific Islander                          | (7) Other ethnicity; not falling into other groups |
| (4) American Indian, Eskimo                          |  |

| ADMINISTRATION<br>OCCUPATIONAL CATEGORY | (1)<br>Black |     | (2)<br>Hispanic |     | (3)<br>Asian |     | (4)<br>American<br>Indian |     | (5)<br>Filipino |     | (6)<br>White |     | (7)<br>Other<br>Ethnicity |     |
|---|--------------|-----|-----------------|-----|--------------|-----|---------------------------|-----|-----------------|-----|--------------|-----|---------------------------|-----|
|   | (M)          | (F) | (M)             | (F) | (M)          | (F) | (M)                       | (F) | (M)             | (F) | (M)          | (F) | (M)                       | (F) |
| Management & Financial                  | 12           | 6   | 11              | 5   | 17           | 1   | 1                         | 1   | NA              | NA  | 309          | 155 | 1                         | 0   |
| Professional                            | 9            | 14  | 0               | 5   | 29           | 16  | 0                         | 0   | NA              | NA  | 238          | 188 | 4                         | 0   |
| A&E, Science, Computer                  | NA           | NA  | NA              | NA  | NA           | NA  | NA                        | NA  | NA              | NA  | NA           | NA  | NA                        | NA  |
| Technical                               | 1            | 0   | 0               | 0   | 0            | 0   | 0                         | 0   | NA              | NA  | 2            | 3   | 0                         | 0   |
| Sales                                   | 11           | 9   | 14              | 21  | 18           | 21  | 3                         | 0   | NA              | NA  | 454          | 353 | 4                         | 6   |
| Administrative Support                  | 24           | 116 | 10              | 34  | 10           | 8   | 0                         | 2   | NA              | NA  | 114          | 421 | 4                         | 16  |
| Services                                | 0            | 0   | 0               | 0   | 0            | 0   | 0                         | 0   | NA              | NA  | 7            | 0   | 0                         | 0   |
| Crafts                                  | 7            | 2   | 11              | 0   | 3            | 1   | 0                         | 0   | NA              | NA  | 24           | 15  | 0                         | 1   |
| Operative Workers                       | 63           | 24  | 47              | 17  | 23           | 2   | 1                         | 2   | NA              | NA  | 100          | 38  | 5                         | 1   |
| Transportation                          | NA           | NA  | NA              | NA  | NA           | NA  | NA                        | NA  | NA              | NA  | NA           | NA  | NA                        | NA  |
| Laborers*                               | 1            | 0   | 4               | 1   | 0            | 1   | 1                         | 0   | NA              | NA  | 0            | 1   | 0                         | 0   |

\*Construction laborers and other field employees are not to be included on this page

|                    |     |     |    |    |     |    |   |   |    |    |      |      |    |    |
|--------------------|-----|-----|----|----|-----|----|---|---|----|----|------|------|----|----|
| Totals Each Column | 128 | 171 | 97 | 83 | 100 | 50 | 6 | 5 | NA | NA | 1248 | 1174 | 18 | 24 |
|--------------------|-----|-----|----|----|-----|----|---|---|----|----|------|------|----|----|

Grand Total All Employees

3,104

Indicate by Gender and Ethnicity the Number of Above Employees Who Are Disabled:

|          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Disabled |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Non-Profit Organizations Only:

|                    |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Board of Directors |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Volunteers         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Artists            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**WORK FORCE REPORT – Page 3**NAME OF FIRM: Fisher Scientific Co. LLCDATE: 11/16/12OFFICE(S) or BRANCH(ES): Data below applies to Fisher Scientific Co. LLC COUNTY: Allegheny, PA

INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- |  |   |
|--|---|
| (1) Black, African-American                          | (5) Filipino  |
| (2) Hispanic, Latino, Mexican-American, Puerto Rican | (6) White, Caucasian                                |
| (3) Asian, Pacific Islander                          | (7) Other ethnicity; not falling into other groups. |
| (4) American Indian, Eskimo                          |   |

| TRADE<br>OCCUPATIONAL CATEGORY   | (1)<br>Black |     | (2)<br>Hispanic |     | (3)<br>Asian |     | (4)<br>American<br>Indian |     | (5)<br>Filipino |     | (6)<br>White |     | (7)<br>Other<br>Ethnicity |     |
|--|--------------|-----|-----------------|-----|--------------|-----|---------------------------|-----|-----------------|-----|--------------|-----|---------------------------|-----|
|  | (M)          | (F) | (M)             | (F) | (M)          | (F) | (M)                       | (F) | (M)             | (F) | (M)          | (F) | (M)                       | (F) |
| Brick, Block or Stone Masons   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Carpenters   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Carpet, Floor & Tile Installers Finishers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Cement Masons, Concrete Finishers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Construction Laborers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Drywall Installers, Ceiling Tile Inst  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Electricians   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Elevator Installers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| First-Line Supervisors/Managers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Glaziers   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Helpers; Construction Trade  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Millwrights  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Misc. Const. Equipment Operators   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Painters, Const. & Maintenance   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Pipelayers, Plumbers, Pipe & Steam Fitters                                       |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Plasterers & Stucco Masons   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Roofers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Security Guards & Surveillance Officers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Sheet Metal Workers  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Structural Metal Fabricators & Fitters   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Welding, Soldering & Brazing Workers   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Workers, Extractive Crafts, Miners   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Totals Each Column   | NA           | NA  | NA              | NA  | NA           | NA  | NA                        | NA  | NA              | NA  | NA           | NA  | NA                        | NA  |
| Grand Total All Employees  |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Indicate By Gender and Ethnicity the Number of Above Employees Who Are Disabled: |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |
| Disabled   |              |     |                 |     |              |     |                           |     |                 |     |              |     |                           |     |



# CITY OF SAN DIEGO WORK FORCE REPORT

## HISTORY

The Work Force Report (WFR) is the document that allows the City of San Diego to analyze the work forces of all firms wishing to do business with the City. We are able to compare the firm's work force data to County Labor Force Availability (CLFA) data derived from the United States Census. CLFA data is a compilation of lists of occupations and includes the percentage of each ethnicity we track (Black, Hispanic, Asian, American Indian, Filipino) for each occupation. Currently, our CLFA data is taken from the 2000 Census. In order to compare one firm to another, it is important that the data we receive from the consultant firm is accurate and organized in the manner that allows for this fair comparison.

## WORK FORCE & BRANCH WORK FORCE REPORTS

When submitting a WFR, especially if the WFR is for a specific project or activity, we would like to have information about the firm's work force that is actually participating in the project or activity. That is, if the project is in San Diego and the work force is from San Diego, we want a San Diego County Work Force Report.<sup>1</sup> By the same token, if the project is in San Diego, but the work force is from another county, such as Orange or Riverside County, we want a Work Force Report from that county.<sup>2</sup> If participation in a San Diego project is by work forces from San Diego County and, for example, from Los Angeles County and from

Sacramento County, we ask for separate Work Force Reports representing your firm from each of the three counties.

## MANAGING OFFICE WORK FORCE

Equal Opportunity Contracting may occasionally ask for a Managing Office Work Force (MOWF) Report. This may occur in an instance where the firm involved is a large national or international firm but the San Diego or other local work force is very small. In this case, we may ask for both a local and a MOWF Report.<sup>1,3</sup> In another case, when work is done only by the Managing Office, only the MOWF Report may be necessary.<sup>3</sup>

## TYPES OF WORK FORCE REPORTS:

Please note, throughout the preceding text of this page, the superscript numbers one <sup>1</sup>, two <sup>2</sup> & three <sup>3</sup>. These numbers coincide with the types of work force report required in the example. See below:

- <sup>1</sup> One San Diego County (or Most Local County) Work Force – Mandatory in most cases
- <sup>2</sup> Branch Work Force \*
- <sup>3</sup> Managing Office Work Force

*\*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.*

## **Exhibit A: Work Force Report Job categories-Administration**

Refer to this table when completing your firm's Work Force Report form(s).

### **Management & Financial**

|  |
|--|
| Advertising, Marketing, Promotions, Public Relations, and Sales Managers |
| Business Operations Specialists  |
| Financial Specialists  |
| Operations Specialties Managers  |
| Other Management Occupations   |
| Top Executives   |

### **Professional**

|   |
|---|
| Art and Design Workers                              |
| Counselors, Social Workers, and Other Community and |

|   |
|---|
| Social Service Specialists                                |
| Entertainers and Performers, Sports and Related Workers   |
| Health Diagnosing and Treating Practitioners              |
| Lawyers, Judges, and Related Workers                      |
| Librarians, Curators, and Archivists                      |
| Life Scientists   |
| Media and Communication Workers                           |
| Other Teachers and Instructors                            |
| Postsecondary Teachers                                    |
| Primary, Secondary, and Special Education School Teachers |
| Religious Workers   |
| Social Scientists and Related Workers                     |

**Architecture & Engineering, Science, Computer**

Architects, Surveyors, and Cartographers

Computer Specialists

Engineers

Mathematical Science Occupations

Physical Scientists

**Technical**

Drafters, Engineering, and Mapping Technicians

Health Technologists and Technicians

Life, Physical, and Social Science Technicians

Media and Communication Equipment Workers

**Sales**

Other Sales and Related Workers

Retail Sales Workers

Sales Representatives, Services

Sales Representatives, Wholesale and Manufacturing

Supervisors, Sales Workers

**Administrative Support**

Financial Clerks

Information and Record Clerks

Legal Support Workers

Material Recording, Scheduling, Dispatching, and  
Distributing Workers

Other Education, Training, and Library Occupations

Other Office and Administrative Support Workers

Secretaries and Administrative Assistants

Supervisors, Office and Administrative Support Workers

**Services**

Building Cleaning and Pest Control Workers

Cooks and Food Preparation Workers

Entertainment Attendants and Related Workers

Fire Fighting and Prevention Workers

First-Line Supervisors/Managers, Protective Service  
Workers

Food and Beverage Serving Workers

Funeral Service Workers

Law Enforcement Workers

Nursing, Psychiatric, and Home Health Aides

Occupational and Physical Therapist Assistants and  
Aides

Other Food Preparation and Serving Related Workers

Other Healthcare Support Occupations

Other Personal Care and Service Workers

Other Protective Service Workers

Personal Appearance Workers

Supervisors, Food Preparation and Serving Workers

Supervisors, Personal Care and Service Workers

Transportation, Tourism, and Lodging Attendants

**Crafts**

Construction Trades Workers

Electrical and Electronic Equipment Mechanics,  
Installers, and Repairers

Extraction Workers

Material Moving Workers

Other Construction and Related Workers

Other Installation, Maintenance, and Repair  
Occupations

Plant and System Operators

Supervisors of Installation, Maintenance, and Repair  
Workers

Supervisors, Construction and Extraction Workers

Vehicle and Mobile Equipment Mechanics, Installers,  
and Repairers

Woodworkers

**Operative Workers**

Assemblers and Fabricators

Communications Equipment Operators

Food Processing Workers

Metal Workers and Plastic Workers

Motor Vehicle Operators

Other Production Occupations

Printing Workers

Supervisors, Production Workers

Textile, Apparel, and Furnishings Workers

**Transportation**

Air Transportation Workers

Other Transportation Workers

Rail Transportation Workers

Supervisors, Transportation and Material Moving  
Workers

Water Transportation Workers

**Laborers**

Agricultural Workers

Animal Care and Service Workers

Fishing and Hunting Workers

Forest, Conservation, and Logging Workers

Grounds Maintenance Workers

Helpers, Construction Trades

Supervisors, Building and Grounds Cleaning and  
Maintenance Workers

Supervisors, Farming, Fishing, and Forestry Workers

## Exhibit B: Work Force Report Job categories-Trade

### Brick, Block or Stone Masons

|                             |
|-----------------------------|
| Brickmasons and Blockmasons |
| Stonemasons                 |

### Carpenters

#### Carpet, floor and Tile Installers and Finishers

|  |
|--|
| Carpet Installers                                |
| Floor Layers, except Carpet, Wood and Hard Tiles |
| Floor Sanders and Finishers                      |
| Tile and Marble Setters                          |

### Cement Masons, Concrete Finishers

|                                      |
|--------------------------------------|
| Cement Masons and Concrete Finishers |
| Terrazzo Workers and Finishers       |

### Construction Laborers

#### Drywall Installers, Ceiling Tile Inst

|                                     |
|-------------------------------------|
| Drywall and Ceiling Tile Installers |
| Tapers                              |

### Electricians

### Elevator Installers and Repairers

### First-Line Supervisors/Managers

|   |
|---|
| First-line Supervisors/Managers of Construction Trades and Extraction Workers |
|---|

### Glaziers

### Helpers, Construction Trade

|   |
|---|
| Brickmasons, Blockmasons, and Tile and Marble Setters |
| Carpenters  |
| Electricians  |
| Painters, Paperhangers, Plasterers and Stucco         |
| Pipelayers, Plumbers, Pipefitters and Steamfitters    |
| Roofers   |
| All other Construction Trades                         |

### Millwrights

|  |
|--|
| Heating, Air Conditioning and Refrigeration Mechanics and Installers |
| Mechanical Door Repairers  |
| Control and Valve Installers and Repairers                           |
| Other Installation, Maintenance and Repair Occupations               |

### Misc. Const. Equipment Operators

|  |
|--|
| Paving, Surfacing and Tamping Equipment Operators              |
| Pile-Driver Operators  |
| Operating Engineers and Other Construction Equipment Operators |

### Painters, Const. Maintenance

|  |
|--|
| Painters, Construction and Maintenance |
| Paperhangers                           |

### Pipelayers and Plumbers

|  |
|--|
| Pipelayers                             |
| Plumbers, Pipefitters and Steamfitters |

### Plasterers and Stucco Masons

### Roofers

### Security Guards & Surveillance Officers

### Sheet Metal Workers

### Structural Iron and Steel Workers

### Welding, Soldering and Brazing Workers

|  |
|--|
| Welders, Cutter, Solderers and Brazers                               |
| Welding, Soldering and Brazing Machine Setter, Operators and Tenders |

### Workers, Extractive Crafts, Miners



City of San Diego PURCHASING  
CONTRACT  
Bid No: 10015875-11w

Cont. No. 4600000686

|  |                 |  |
|--|-----------------|--|
| <b>Ship To:</b> Center ID: PDUM<br><br>Dummy Storage Location-Do Not Use<br>Dummy Storage Location-Do Not Use<br>Dummy<br>CA 92101 | <b>Bill To:</b> | <b>Page 1 of 2</b><br><br><b>Date:</b> 04/28/2011<br><br><b>Last Option End Date:</b> 06/30/2013<br><br><b>Validity End Date:</b> 06/30/2013 |
|--|-----------------|--|

|   |   |
|---|---|
| <b>Vendor:</b><br>Fisher Scientific Company L L C<br>3970 Johns Creek Court<br>Suwanee GA 30024-1297<br><br><b>Vendor ID:</b> 20000244 <b>Phone:</b> 800-772-6733 <b>Fax:</b> | <b>Terms:</b><br>Within 30 days Due net<br><b>Delivery Terms:</b><br>FOB FREE ON BOARD<br><br><b>Buyer:</b> WILLIAM BRODERICK<br><b>Phone:</b><br><b>Fax:</b><br><b>E-Mail:</b> wbroderick@sandiego.gov |
|---|---|

| Line # | Item ID/Description   | Quantity/UM | Unit Price | Extended Price |
|--------|---|-------------|------------|----------------|
|        | This Document is for Contractual Information Only and is NOT a Purchase Order.<br>Purchase Orders Will be Issued as Needed<br>See Purchase Orders for the delivery and billing address... |             |            |                |
| 1      | PUD Labs  | 750,000 EA  | \$ 1.00    | \$ 750,000.00  |

|   |                                    |
|---|------------------------------------|
| <p>Have questions about doing business with the City of San Diego? Visit our Purchasing web site at <a href="http://www.sandiego.gov/purchasing">www.sandiego.gov/purchasing</a></p> <p>For specific information regarding contract opportunities with the City of San Diego, please visit our Bid &amp; Contract Opportunities web site at <a href="http://www.sandiego.gov/bids-contracts">www.sandiego.gov/bids-contracts</a>.</p> | <b>SEE LAST PAGE<br/>FOR TOTAL</b> |
|---|------------------------------------|





City of San Diego PURCHASING  
CONTRACT  
Bid No: 10015875-11w

Cont. No. **4600000686**

|  |                 |   |
|--|-----------------|---|
| <b>Ship To:</b><br>Center ID:<br><br>Dummy Storage Location-Do Not Use<br>Dummy Storage Location-Do Not Use<br>Dummy<br>CA 92101 | <b>Bill To:</b> | <b>Page 2 of 2</b><br><br><b>Date:</b> 04/28/2011<br><br><b>Last Option End Date:</b> 06/30/2013<br><br><b>Validity End Date:</b> |
|--|-----------------|---|

|   |   |
|---|---|
| <b>Vendor:</b><br>Fisher Scientific Company L L C<br>3970 Johns Creek Court<br>Suwanee GA 30024-1297<br><br><b>Vendor ID:</b> 20000244 <b>Phone:</b> 800-772-6733 <b>Fax:</b> | <b>Terms:</b><br>Within 30 days Due net<br><b>Delivery Terms:</b><br>FOB FREE ON BOARD<br><br><b>Buyer:</b> WILLIAM BRODERICK<br><b>Phone:</b><br><b>Fax:</b><br><b>E-Mail:</b> wbroderick@sandiego.gov |
|---|---|

| Line # | Item ID/Description   | Quantity/UM | Unit Price | Extended Price |
|--------|---|-------------|------------|----------------|
|        | <b>Notes:</b><br><br>.....Lab supplies and Equipment<br><br>This is a Piggy back contract for all city laboratory use in accordance with NASPO contract SBPO1336 which additional information available at <a href="http://www.aboutwsca.org/contract.cfm/contract/n1-2010">http://www.aboutwsca.org/contract.cfm/contract/n1-2010</a><br><br>Contact person is Bill Broderick 619.236.6653 wbroderick@sandiego.gov |             |            |                |

|  |  |
|--|--|
| <b>Have questions about doing business with the City of San Diego? Visit our Purchasing web site at <a href="http://www.sandiego.gov/purchasing">www.sandiego.gov/purchasing</a></b><br><br><b>For specific information regarding contract opportunities with the City of San Diego, please visit our Bid &amp; Contract Opportunities web site at <a href="http://www.sandiego.gov/bids-contracts">www.sandiego.gov/bids-contracts</a>.</b> | <b>Line Item Total \$</b> 750,000.00<br><b>Tax</b><br><b>Freight</b> 0.00<br><b>Contract Total \$</b> 750,000.00 |
|--|--|

The City of San Diego  
COMPTROLLER'S CERTIFICATE

CERTIFICATE OF UNALLOTTED BALANCE

CC 3000005721

ORIGINATING BUSINESS AREA: 2013

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount: Fund:

Purpose:

Date: By: Rob Ruscitto

COMPTROLLER'S DEPARTMENT

ACCOUNTING DATA

| Doc. Item    | Fund | Funded Program | Internal Order | Functional Area | G/L Account | Business Area | Cost Center | WBS | Original Amount |
|--------------|------|----------------|----------------|-----------------|-------------|---------------|-------------|-----|-----------------|
|              |      |                |                |                 |             |               |             |     | \$0.00          |
|              |      |                |                |                 |             |               |             |     |                 |
|              |      |                |                |                 |             |               |             |     |                 |
|              |      |                |                |                 |             |               |             |     |                 |
| TOTAL AMOUNT |      |                |                |                 |             |               |             |     | \$0.00          |

FUND OVERRIDE ☐

CERTIFICATION OF UNENCUMBERED BALANCE

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations of said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said money now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to Exceed: \$625,000.00

Vendor: Fisher Scientific Company

Purpose: Authorize the ratification of the cooperative contract agreement for Laboratory Supplies used by the Police Department crime laboratory and the Public Utilities Department's Water and Wastewater laboratories.

Date: November 20, 2012 By: Rob Ruscitto

COMPTROLLER'S DEPARTMENT

ACCOUNTING DATA

| Doc. Item    | Fund   | Funded Program | Internal Order | Functional Area  | G/L Account | Business Area | Cost Center | WBS | Original Amount |
|--------------|--------|----------------|----------------|------------------|-------------|---------------|-------------|-----|-----------------|
| 01           | 700011 |                |                | OTHR-00000000-WU | 511135      | 2013          | 2013160012  |     | \$60,000.00     |
| 02           | 100000 |                |                | OTHR-00000000-PO | 511033      | 1914          | 1914141311  |     | \$125,000.00    |
| 03           | 700000 |                |                | OTHR-00000000-SU | 511135      | 2011          | 2011121301  |     | \$40,000.00     |
| 04           | 700001 |                |                | OTHR-00000000-SU | 511135      | 2012          | 2012121201  |     | \$274,000.00    |
| 05           | 700001 |                |                | OTHR-00000000-SU | 511135      | 2012          | 2012121401  |     | \$60,000.00     |
| 06           | 700001 |                |                | OTHR-00000000-SU | 511135      | 2012          | 2012121301  |     | \$26,000.00     |
| 07           | 700011 |                |                | OTHR-00000000-WU | 511135      | 2013          | 2013160011  |     | \$40,000.00     |
| TOTAL AMOUNT |        |                |                |                  |             |               |             |     | \$625,000.00    |

FUND OVERRIDE ☐

CC 3000005721

## **Original Contract Documents**

The original contract items listed below can be provided by:

Bill Broderick of Purchasing and Contracting

Telephone :

619-236-6653

Address:

1200 3rd Ave, Ste 200 ms 56P  
San Diego, CA 92101